



# Windows Vista User Experience Walkthrough Guide

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**Applies to: IT Professionals**

**Abstract:** This white paper provides a walkthrough of the user experience features of Microsoft® Windows® Vista™.

This information applies to the following operating systems:  
Windows Vista

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## Introduction

Windows Vista is the next-generation client operating system from Microsoft, with significant advances in usability, security, and performance. This white paper will guide you through the Windows Vista user experience. You will explore many of the most visible user experience improvements in Windows Vista by following simple procedures and observing their results in Windows Vista. Also, you will learn how to control and to customize features from an IT professional's perspective.

Because the goal of this white paper is to provide an overview of the Windows Vista user experience, it does not explain technical details nor does it explain the mechanics of technologies, such as improvements in the kernel.

## Hardware Requirements

Although the hardware requirements for Windows Vista are subject to change before its official release, they are as follows:

- A computer with a one gigahertz or higher processor clock speed is recommended; an 800-MHz 32-bit (x86) or 64-bit (x64) processor is required (single- or dual-processor system); Intel Pentium/Celeron family, AMD K6/Athlon/Duron family, or compatible processor is recommended.
- 512 megabytes (MB) of RAM or higher is recommended.
- A minimum of 15 gigabytes (GB) of available hard disk space is required.
- A video adapter capable of supporting the Longhorn Display Driver Model (LDDM) drivers used in Windows Vista is required.
- A DVD drive is required.

For more information about hardware requirements for Windows Vista, go to the [Windows Vista Hardware Guidance Web site](http://go.microsoft.com/fwlink/?LinkID=68790) (<http://go.microsoft.com/fwlink/?LinkID=68790>).

## Desktop Deployment

Microsoft provides several solutions to deploy Windows Vista across the enterprise. The following workflow illustrates how an IT professional can learn about deploying Windows Vista:

- Plan the deployment.
  - Read the *Microsoft Solution Accelerator for Business Desktop Deployment* available at the [Microsoft Connect Web site](#).
- Test the compatibility of third-party applications with Windows Vista.
  - Run up to four copies of Windows Vista inside Microsoft Virtual PC for application compatibility testing. Microsoft Virtual PC is a free download available at the [Microsoft Download Center Web site](#).
  - For more information about Application Compatibility, see the [Microsoft TechNet Web site](#).
- Install and customize the master computer.
  - Install Windows Vista and configure applications and settings.
  - Add your own content to Help and Support by using simple XML files. See the "Customizing Help and Support Walkthrough" topic in the *Windows AIK User's*

*Guide* (Waik.chm), which you can download from the [Microsoft Download Center Web site](#).

- Run Sysprep with an Unattend.xml file authored and validated by using Windows System Image Manager (Windows SIM). You can learn about these tools in the *Windows AIK User's Guide* (Waik.chm). The *Windows AIK User's Guide* contains detailed, end-to-end walkthroughs that help you develop images that you can rapidly deploy.
- Capture an image of Windows Vista.
  - Use ImageX to capture an image in the Windows imaging (.wim) file format. The .wim file format supports single-instance storing and the compression of multiple images in a single container.
- Deploy the image.
  - Deploy the image by using a Windows Deployment Services server or create media such as a bootable DVD.
- Capture the user state.
  - The User State Migration Tool (USMT) can help transition users to Windows Vista by migrating important user data to Windows Vista.
- Install the image on a remote computer and apply the user state.
  - Boot the computer from a network and launch setup from the Windows Deployment Services server or boot from media.
  - Apply the user state by using USMT.

Microsoft System Management Server (SMS) not only helps IT professionals plan and execute each of the above steps, it also provides scalable post-deployment desktop management. For example, IT professionals can use SMS to create a destination population of computers, image a master computer, and deploy Windows Vista to the destination desktops. One .wim file can be replicated to multiple sites. Also, after Windows Vista is installed on destination computers, SMS can be used to manage compliance with Network Access Policy (NAP). For more information about SMS, see the [Microsoft Web site](#).

## Manage the Learning Curve by Using Group Policy (GP)

While Windows Vista has a greatly improved user experience compared to the Windows® 2000 or Windows® XP operating systems, it will still be familiar to most users. However, enterprises might consider introducing employees to new or improved features in stages.

Group Policy (GP) is an excellent tool for managing this staged training process. Once users complete training, they can be moved to a new security group, which will cause a new GP object to apply, unlocking the features that users have been trained to use. Corporations without a domain controller can still lock and unlock features by using local GP through *gpedit.msc*. Note also that most of the GPs shown here are per-user policies and not per-machine policies, because it is assumed that individual users will complete training. Note also that Unattend.xml settings are an unmanaged alternative to group policy that provides some control over the desired configuration at deployment time. Whenever relevant Unattend.xml settings can be used instead of GP, they are noted in this section.

Before deploying GP, you must weigh whether familiarity with a previous operating system outweighs the immediate gains in productivity from using Windows Vista

features. Note that group policy often changes not just the visual style of presentation but also affects functionality available to users.

For more information about GP, see the [Microsoft TechNet Web site](#).

This section provides an example of how Windows Vista can be introduced in stages:

- Stage 1: All features are reverted to Windows 2000 or Windows XP.
- Stage 2: Internet Explorer is unlocked.
- Stage 3: The Start menu and Windows Explorer are unlocked.
- Stage 4: (Optional) Control Panel, Welcome Center, Mobility Center, Presentation Settings, and Sidebar are unlocked.
- Stage 5: (Optional) User Account Control is unlocked.
- Stage 6: The Windows Vista Aero theme and desktop composition are unlocked.

### **Stage 1: All features are reverted to Windows 2000 or Windows XP.**

Users are not familiar with Windows Vista, but they are proficient with Windows 2000 or Windows XP. Until users complete training in the improved Windows Vista user experience, they cannot use the functionality in Windows Vista in the following features:

**Windows Sidebar:** Sidebar is a Windows Vista feature that is not available in previous operating systems. To disable Sidebar, you can deploy the following group policy:

User Configuration>Administrative Templates>Windows Components>Windows Sidebar>Turn off Windows Sidebar = Enabled

- This setting prevents Windows Sidebar from being launched.
- If Windows Sidebar is disabled, then users cannot use any inbox or custom gadgets.

**Taskbar:** To make the Taskbar resemble the Windows 2000 or Windows XP Taskbar as much as possible, you can deploy the following group policy:

User Configuration>Administrative Templates>Start Menu and Taskbar>Turn off taskbar thumbnails

- This setting prevents users from seeing live previews of running programs when the mouse pointer is hovered over items in the taskbar.
- If Windows Aero is enabled, then live thumbnail previews can boost productivity, because users do not have to navigate between programs to see what is happening in other windows.

**Start menu:** To make the **Start** menu resemble the Windows 2000 **Start** menu, you can deploy the following group policy:

User Configuration>Administrative Templates>Start Menu and Taskbar>Force Classic Start Menu = Enabled

- This group policy turns on the classic **Start** menu, which is on by default in Windows 2000 and, optionally, in Windows XP. This group policy affects not just the appearance of the **Start** menu, but also changes its functionality.
- However, if you deploy this group policy, then you lose the following Windows Vista functionality in the **Start** menu:
  - Most Frequently Used (MFU) programs list
  - All Programs hierarchical tree

- **Search** box
  - **Search** link
  - **User Profile** folder link
  - **Games** link
  - **Music** link
  - **Pictures** link
  - Transparency
- You can also use the Microsoft-Windows-Shell-Setup | StartPanelOff = true Unattend.xml setting to achieve the same effect.

To make the **Start** menu resemble the default Windows XP **Start** menu, you can deploy the following group policies:

User Configuration>Administrative Templates>Start Menu and Taskbar>Add the Run command to the Start Menu = Enabled

- If this group policy is deployed, then users' learning curve for the pervasive search paradigm in Windows Vista is longer.

User Configuration>Administrative Templates>Start Menu and Taskbar>Remove Games link from the Start Menu = Enabled

User Configuration>Administrative Templates>Start Menu and Taskbar>Remove user folder link from the Start Menu = Enabled

- This setting removes the %username% link from the right side of the **Start** menu.
- Users will lose the ability to navigate to a unified view of some of their most commonly-used user profile folders.

**Internet Explorer:** There have been many improvements in the Internet Explorer user experience, such as tabbed browsing, quick tabs, and a search box. However, to disable these features, you can deploy the following group policies:

- User Configuration > Administrative Templates > Windows Components > Internet Explorer > Turn off tabbed browsing = Enabled
- User Configuration > Administrative Templates > Windows Components > Internet Explorer > Turn on menu bar by default = Enabled
- User Configuration > Administrative Templates > Windows Components > Internet Explorer > Prevent the Internet Explorer search box from showing = Enabled
- User Configuration > Administrative Templates > Windows Components > Internet Explorer > Restrict the addition and removal of search providers = Enabled
- User Configuration > Administrative Templates > Windows Components > Internet Explorer > Turn off Quick Tabs functionality = Enabled
- User Configuration > Administrative Templates > Windows Components > Internet Explorer > Turn off page zooming functionality = Enabled

**Windows Explorer:** Windows Explorer offers several controls such as the View Slider, Preview Pane, and Commands Module, which enhance user productivity. However, to make Windows Explorer resemble the Windows 2000 or Windows XP Explorer as much as possible, you can deploy the following group policies:

User Configuration > Administrative Templates > Windows Components > Windows Explorer > Turn on Classic Shell = Enabled



- Deploy this policy only to disable functionality in the Windows Vista Shell and to revert to behavior in Windows 2000 or Windows XP. This policy has wide-ranging effects, so you may use the following group policies to monitor individual Windows Explorer controls.
- This group policy disables the following functionality:
  - In Internet Explorer, turn on the menu bar, disable quick tabs, and disable tabbed browsing.
  - In Windows Explorer, hide the **Details** pane, the **Preview** pane, the **Commands** module, the **Navigation** pane, and the Explorer Browser Control (tree-like view of folders below the Navigation pane).
- This group policy enables the following functionality in Windows Explorer:
  - Status bar (Click **View** -> Status Bar to turn it on.)

User Configuration > Administrative Templates > Windows Components > Windows Explorer > Explorer Frame Pane > Turn off Details Pane = Enabled

- Previous versions of Windows did not contain a **Details** pane.
- This group policy prevents the **Details** pane from showing in Explorers.
- If you deploy this policy, then users do not see a thumbnail preview of files with useful metadata. Users are also less likely to discover how to add metadata to files by clicking editable fields in the **Details** pane.

User Configuration > Administrative Templates > Windows Components > Windows Explorer > Explorer Frame Pane > Turn off Preview Pane = Enabled

- This group policy prevents the **Preview** pane from showing in Explorers.
- If you deploy this policy, then users must open each search result in its associated application to drill down, which decreases their productivity.

User Configuration > Administrative Templates > Windows Components > Windows Explorer > Display the menu bar in Windows Explorer = Enabled

- This group policy shows the menu bar, which was always on by default in previous versions of Windows.
- Previous versions of Windows did not contain a **Commands** module. The **Commands** module replaces menu bars and the **Task** pane, and cannot be disabled by itself unless the Classic Shell GP is deployed.
- If you deploy this policy, then users will see both the menu bar and **Commands** module in Explorers. Because the **Commands** module already contains the most common tasks and verbs for any Explorer, enabling the menu bar as well can confuse users.

User Configuration > Administrative Templates > Windows Components > Windows Explorer > Turn off the display of thumbnails and only display icons = Enabled and Turn off the display of thumbnails on network folders in Windows Explorer = Enabled

- These two group policies disable thumbnails from being displayed on file system folders or network folders. Instead, the icon associated with each file is displayed.
- These group policies revert the system behavior to Windows 2000, which was capable of displaying only icons, whereas Windows XP was capable of displaying thumbnails.
- Thumbnails can provide useful visual cues about the contents of files. Users can quickly discover if a search result is relevant by making the thumbnail larger with the **View Slider** control.

**(Optional) User Account Control:** User Account Control (UAC) is a feature that prevents Standard Users from executing tasks' administrative privileges if they do

not have the correct credentials. Depending on your security policy, you might not choose to disable UAC even for training purposes, especially if the computer is connected to a network. To disable UAC for Standard Users, you can deploy the following group policy:

Security Settings > Local Policies > Security Options > User Account Control: Behavior of the elevation prompt for standard users = Prompt for credentials

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**Note** This policy can be set through the *secpol.msc* MMC snap-in

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**Themes:** Group policies related to themes affect the visual appearance of Windows Vista, but they can also affect its core functionality. Also, the Windows Vista Aero theme can provide visual cues to users that make them more productive. However, to make the visual style resemble the Windows 2000 theme as much as possible, you can deploy the following group policy:

User Configuration > Administrative Templates > Control Panel > Display > Desktop Themes > Load a specific visual style file or force Windows Classic = (Blank)

- This group policy enables you to display gray visuals similar to the visuals in Windows 2000

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**Note** Windows Vista does not contain files for Windows XP styles such as Luna.

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- If you deploy this policy, then user interface (UI) elements in Windows Vista resemble the visuals in Windows 2000. The Windows Aero theme supports visual enhancements that raise productivity, such as live thumbnails in the taskbar and ALT + TAB, enhancements that are not available in other themes.
- You can also use the Microsoft-Windows-Shell-Setup | Themes | DefaultThemeOff = true Unattend.xml setting to achieve the same effect.

User Configuration > Administrative Templates > Windows Components > Desktop Window Manager > Do not allow desktop composition = Enabled

- On a computer that is capable of displaying the Windows Aero glass style, deploying this policy turns off desktop composition, which disables transparency, live thumbnails, and Window Switcher.
- Desktop composition enables users to see more information about programs in a more visually appealing manner.

User Configuration > Administrative Templates > Windows Components > Desktop Window Manager > Do not allow Flip3D invocation = Enabled

- This group policy prevents Window Switcher from being launched from the quick launch bar or from a keyboard shortcut.
- Window Switcher enables users to switch between windows and see more information about programs in a visually appealing manner.

User Configuration > Administrative Templates > Windows Components > Desktop Window Manager > Do not allow window animations = Enabled

- This group policy turns off Window minimize, Window maximize, and restore animations. For example, these animations can provide subtle clues about where the program is located on the task bar. Turning off these animations can make it more difficult to find programs on the task bar.

**Control Panel:** To make the Control Panel resemble the Control Panel in Windows 2000, you can deploy the following group policy:

User Configuration>Administrative Templates>Control Panel > Force Classic Control Panel View = Enabled

- This group policy shows the Control Panel in Classic View, which is on by default in Windows 2000 and, optionally, in Windows XP.
- However, if you deploy this group policy, then you lose the following Windows Vista functionality in the Control Panel:
  - Categories that group common tasks, enabling users to navigate programs in Control Panel in a more intuitive manner
  - List of recent tasks that the user has performed in programs in Control Panel

### **(Optional) Mobility Center, Presentation Settings, and Connect to a Network Projector.**

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**Note** Depending on your security policy, you might consider preventing users from navigating to the Control Panel, Welcome Center, or Windows Sidebar. Similarly, Mobility Center and Presentation Settings are relevant to mobile computers. As a result, unlocking these features depends on your security policy and desired configuration. To disable these mobile computer features, you can deploy the following group policies:

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User Configuration>Administrative Templates>Windows Components>Mobility Center>Turn off Windows Mobility Center = Enabled

- This group policy prevents Mobility Center from being launched through Windows Vista entry points or through hardware buttons.
- Users might become confused when they press a button on their mobile computer dedicated to launching Mobility Center and nothing happens.

User Configuration>Administrative Templates>Windows Components>Presentation Settings>Turn off Windows presentation settings = Enabled

User Configuration>Administrative Templates>Windows Components>Network Projector>Turn off Connect to a Network Projector = Enabled

### **Stage 2: Internet Explorer is unlocked.**

If users complete Web-based training, then their first interaction might be with Internet Explorer. Users are familiar with tabbed browsing, searching the Internet and an intranet by using the **Search** box, and using the user zoom control to magnify pages. They can also use the **Command** module to add and to navigate to favorites.

User Configuration > Administrative Templates > Windows Components > Internet Explorer > Turn off tabbed browsing = Not configured

User Configuration > Administrative Templates > Windows Components > Internet Explorer > Turn on menu bar by default = Not configured

User Configuration > Administrative Templates > Windows Components > Internet Explorer > Prevent the Internet Explorer search box from showing = Not configured

User Configuration > Administrative Templates > Windows Components > Internet Explorer > Restrict the addition and removal of search providers = Not configured

User Configuration > Administrative Templates > Windows Components > Internet Explorer > Turn off Quick Tabs functionality = Not configured

User Configuration > Administrative Templates > Windows Components > Internet Explorer > Turn off page zooming functionality = Not configured

### **Stage 3: Start menu and Windows Explorer are unlocked.**

Users have learned that the **Start** menu has a **Search** box that they can use to find data on their computer. Also, they know that the **Users Profile** folder link on the right side of the **Start** menu provides quick access to many useful folders in their user profile. Users have learned about Windows Explorer controls such as the **Commands** module, the **View Slider**, the **Preview** pane, the **Details** pane, and the **Navigation** Pane. Users are also aware of improvements in how drag-and-drop is implemented in Windows Explorer, providing small overlay graphics and a blue line to cue the user whether the object is being copied, added to a .zip file or if a shortcut is being created.

User Configuration>Administrative Templates>Start Menu and Taskbar>Force Classic Start Menu = Not Configured

User Configuration>Administrative Templates>Start Menu and Taskbar>Add the Run command to the Start Menu = Not Configured

User Configuration>Administrative Templates>Start Menu and Taskbar>Remove Games link from the Start Menu = Not Configured

User Configuration>Administrative Templates>Start Menu and Taskbar>Remove user folder link from the Start Menu = Not Configured

- This setting removes the %username% link from the right side of the Start Menu
- Users lose the ability to navigate to a unified view of some of their most commonly-used user profile folders.

User Configuration > Administrative Templates > Windows Components > Windows Explorer > Turn on Classic Shell = Not Configured

User Configuration > Administrative Templates > Windows Components > Windows Explorer > Explorer Frame Pane > Turn off Details Pane = Not Configured

User Configuration > Administrative Templates > Windows Components > Windows Explorer > Explorer Frame Pane > Turn off Preview Pane = Not Configured


User Configuration > Administrative Templates > Windows Components > Windows Explorer > Display the menu bar in Windows Explorer = Not Configured

User Configuration > Administrative Templates > Windows Components > Windows Explorer > Turn off the display of thumbnails and only display icons = Not Configured and Turn off the display of thumbnails on network folders in Windows Explorer = Not Configured

### **Stage 4: (Optional) Control Panel, Welcome Center, Mobility Center, Presentation Settings, and Sidebar are unlocked.**

Users are familiar with the categorized view and **Search** box in Control Panel. Users realize that Mobility Center is an aggregating user interface (UI) for common tasks on a mobile computer and that Presentation Settings help them set the computer to a desired configuration before connecting to a projector. Also, users know how to add, remove, and customize gadgets in the Sidebar.

**Stage 5: (Optional) User Account Control is unlocked.**

Users are aware that most tasks can be performed as Standard Users. They are familiar with Secure Desktop Prompting. They also realize that the Windows Vista UAC shield icon  next to a task or in a dialog box means that administrative privileges are required to perform the task.

Security Settings > Local Policies > Security Options > User Account Control: Behavior of the elevation prompt for standard users = Prompt for credentials

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**Note** This policy can be set through the *secpol.msc* MMC snap-in.

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**Stage 6: Windows Vista Aero theme and desktop composition are unlocked.**

Users are familiar with live thumbnails in the taskbar and ALT+TAB as well as with invoking and using Windows Switcher. Also, they are familiar with the **Close**, **Minimize**, **Maximize**, and **Restore** controls of a window frame. They are ready to use all Windows Vista features.

User Configuration > Administrative Templates > Control Panel > Display > Desktop Themes > Load a specific visual style file or force Windows Classic = Not Configured

User Configuration > Administrative Templates > Windows Components > Desktop Window Manager > Do not allow desktop composition = Not Configured

User Configuration > Administrative Templates > Windows Components > Desktop Window Manager > Do not allow window animations = Not Configured

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## Set Up, Search, Organize, and Navigate

### Customize the Windows Vista First Experience

You can customize your first experience with Windows Vista through simple XML files. For example, by using the Oobe.xml file, you can add common tasks to the Welcome Center and include rich descriptions and graphics for each task. The Sidebar hosts simple but powerful gadgets, such as an RSS news feed reader or a CPU monitor.

Explore setting up your computer with the following features:

- Windows Welcome
- Windows Center
- Windows Sidebar
- Desktop
- Taskbar

### Windows Welcome

The Windows System Assessment Tool runs near the end of Windows Vista setup. Disguised as an animation resembling the Aurora Borealis, this is a statistical benchmark of your system's performance that Windows Vista uses to turn features on or off, ensuring a high performance experience for all users.

While the Windows System Assessment Tool runs in the background, you see the Windows Welcome wizard, which runs the first time a computer is set up and enables you to specify a small number of settings necessary for Windows to set up correctly. This wizard runs before the Windows Shell or any additional software loads. At this

time, you can choose a language and keyboard layout, computer name, wallpaper, and other basic settings. Windows Vista responds instantly to your choices. Watch the background change as you select a new one in the wizard. With a few clicks, you are ready to start.

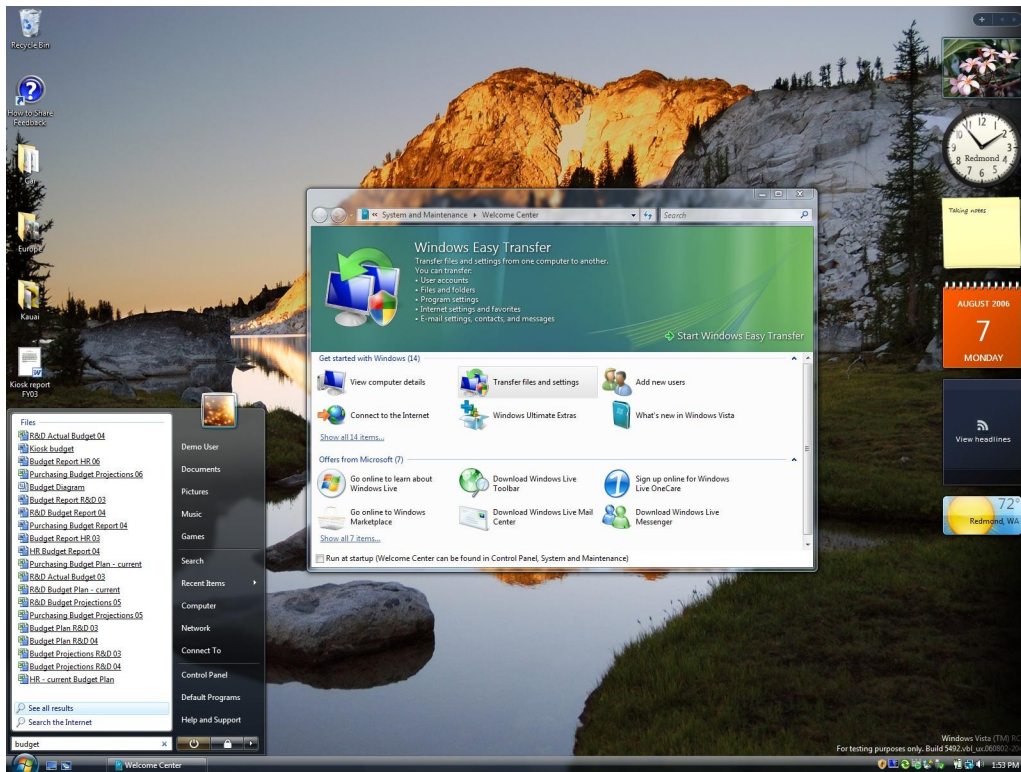
#### To explore Windows Welcome

1. On the Language Selection page, select English.
2. On the **International Settings** page, set up your location, locale, and keyboard layout, and then click **Next**.
3. On the **License Terms** page, read the agreement. If you accept it, select **I accept**, and then click **Next**.
4. On the **User Creation** page, type a user name, password, and a password hint. Choose a user tile, and then click **Next**.
5. On the **Computer Naming** page, type a name for your computer, choose a wallpaper, and then click **Next**.  
The wallpaper changes to your choice.
6. On the **Protect Windows** page, click **Read privacy statement**. Read the privacy statement, close the window, and then click **Recommended settings**.
7. Review your date and time settings by going back to February 2004 and returning to today's date by using the calendar control. In the **Timezone** dropdown menu, select a timezone, click **Next**, and then click **Start**.

#### Questions about Windows Welcome

- Can I customize Windows Welcome?  
Yes, you can customize Windows Welcome by using an Oobe.xml file. Oobe.xml is an XML content file that specifies customizations to Windows Welcome such as branding, international settings, language-specific offers, desktop background, and licensing terms. You can find more information about Oobe.xml files in the Windows AIK.  
  
You can also use Unattend.xml to selectively suppress pages of Windows Welcome. For example, if the computer name was specified with a setting in Unattend.xml, then the corresponding page in Windows Welcome is suppressed. You can find more information about the interaction of Windows Welcome with Unattend.xml settings in the Windows AIK.
- Can Windows Welcome be skipped entirely?  
You can skip the Welcome Center by providing values for each setting that can be specified in the wizard, either by using an Unattend.xml file or by specifying the values in the deployment image. This behavior is documented in the Windows AIK.
- Does Windows Welcome have a page for joining the computer to a domain?  
No, Windows Welcome does not have a domain-join page. You can use Unattend.xml settings or the **System** program in Control Panel to join a domain.

## Welcome Center



After setting up your computer, you can transfer settings and files from a computer running Windows 2000 or Windows XP, learn more about Windows Vista, or buy additional software from your computer manufacturer. The desktop in Windows Vista is clean—that is, most tasks are consolidated in a clean, usable Explorer called Welcome Center. The information and links in the top half of Windows Welcome is provided by Microsoft. Computer manufacturers can use the bottom half to provide you with information and offer you additional software.

### To explore Welcome Center

1. Click **Transfer settings and files**.
2. The **Preview** pane at the top of Welcome Center provides details about this task. You can click **Start** to immediately begin this task.
3. In the **Search** box, type transfer.
4. Only the tasks related to the search term are shown in the list view. Because Welcome Center is an Explorer window, it leverages the “search anywhere” paradigm in Windows Vista.
5. Click the **X** on the **Search** box to clear the search results from the list view.
6. Click **Show all 11 tasks** to expand the list view to show all the provided tasks.
7. Close Welcome Center.

### New Group Policy Settings for Welcome Center

User Configuration > Administrative Templates > Windows Components > Windows Explorer > Do not display the Welcome Center at logon



## Questions about Welcome Center

- Can I customize Welcome Center?  
Yes, you can customize Welcome Center by using an Oobe.xml file. Oobe.xml is an XML content file that specifies the tasks displayed in Welcome Center. Note that the same file is also used to customize Windows Welcome. You can find more information about Oobe.xml files in the Windows AIK.
- Can I prevent Welcome Center from displaying?  
You can prevent Windows Welcome from displaying by using GP or by using the SkipUserOOBE Unattend.xml setting. You can find more information about this setting in the Windows AIK.

## Windows Sidebar

Windows Vista enables you to organize your work and your life. For example, the Sidebar lets you keep an eye on the little things that matter by using fun, visually-appealing *gadgets*—little programs that can show you, in real time, the time, the weather, stock prices, and your favorite pictures. Because gadgets are built with popular Web technologies, they are easy to create; many are already available for you to download from the Internet.



### To explore the Sidebar

1. Close the Feed Viewer gadget.
2. Notice how controls are highlighted as you hover the mouse cursor over them.
3. Click **Settings** on the clock gadget.
4. Pick another clock style, name it **Clock2**, and then click **OK**.
5. Click **+** at the top of the Sidebar to open Gadget Picker.
6. In the **Search** box, type **not** to filter the gadgets by those containing the letters "not."
7. Type **Windows Vista is so cool!** in the notes gadget.
8. Drag the notes gadget to the desktop.

### New Group Policy settings for the Sidebar

User Configuration > Administrative Templates > Windows Components > Windows Sidebar >

- Turn off Windows Sidebar.
- Turn off unsigned Windows Sidebar gadgets.
- Override the **More Gadgets** link.
- Turn off user-installed Windows Sidebar gadgets.

## Desktop

The desktop in Windows Vista is stunning and clean, and everything on it is crisp, colorful, and of a high resolution. When you hover the mouse cursor over the icons, they appear soft blue. Click and drag more than one object, and a transparent blue rectangle guides you as you move the mouse. Icons on the desktop are larger, more colorful, and show the same rich previews that make Windows Vista a pleasure to use.

### To explore the Windows desktop

1. Click the **Show Desktop** icon in the **Quick Launch** bar.
2. Click **Recycle Bin**.
3. Note the soft blue highlight around the **Recycle Bin** icon.

### New Group Policy settings for the desktop

User Configuration > Administrative Templates > Windows Components > Windows Explorer >

- Turn off the display of thumbnails and display only icons.
- Turn off the display of thumbnails and display only icons on network folders.
- Display the menu bar in Windows Explorer.
- Prevent users from adding files to the root of their **User Files** folder.
- Turn off common control and window animations.

## Taskbar

The taskbar has been updated with the new Windows Vista theme. With a single click, you can use icons in System Control to check the calendar, set up multiple clocks, adjust the computer's volume, and see if you are connected to a network. The **Quick Launch** toolbar is on by default, and is a great place to add shortcuts to

commonly used programs and files. Taskbar thumbnails show rich, live previews of programs so you can check how your music is downloading without leaving your word processing program.

#### To explore the taskbar

1. Hover the mouse cursor over the taskbar clock.
2. Click the taskbar clock.
3. Click the **Show Desktop** icon in the **Quick Launch** bar.

#### New Group Policy settings for the taskbar

User Configuration > Administrative Templates > Start Menu and Taskbar >

- Remove the battery meter.
- Remove the networking icon.
- Remove the volume control icon.
- Lock all taskbar settings.
- Prevent users from adding or removing toolbars.
- Prevent users from rearranging toolbars.
- Turn off all balloon notifications.
- Prevent users from moving taskbar to another screen dock location.
- Prevent users from resizing the taskbar.
- Turn off taskbar thumbnails.

## Search

Windows Vista revolutionizes the way you search for information on your computer by enabling you to search from anywhere in the operating system by using whatever you remember about the file that you are looking for. Whether your file is located on the hard disk, on a network share, in a redirected folder, or in the Control Panel, a powerful indexer will find the file's content and metadata, and retrieve relevant results. You no longer have to spend time, organizing folders by department or project.

Windows Vista also provides a powerful set of controls, such as a preview pane and reading pane in Windows Explorer, which enable you to find the right content without opening your files. Filtering, grouping, and stacking enable you to sort results based on metadata to easily make sense of thousands of results. Once you have found the set of results you were looking for, you can save the search so that you can always return to it later.

Explore finding files and programs on your computer with the following features:

- **Start** menu
- Advanced queries
- Search Explorer
- Filtering and grouping
- Preview pane and reading pane
- Saved searches
- Stacking
- Common File Dialog

## Start Menu

Finding and launching a program is easy with the new **Start** menu in Windows Vista. Scroll through the all programs listing to locate a program, or just start typing letters from the program's name in the **Search** box, and the program will appear in the search results. The **Search** box on the **Start** menu is simple and fast, and it is the first place you can start searching for content. Just type a string, press **Enter**, and your results appear within seconds. Windows Vista looks deep into the contents of your files and e-mails and across properties, such as the author of a document, the subject of an e-mail, or the genre of a song, to find the file that you are looking for. You no longer have to dig through multiple levels of the **All Programs** menu to find an application—simply use the **Search** box to find it instantly!

### To explore the Start menu

1. Click **Start** to open the **Start** menu.
2. Click **All Programs**.
3. Click **Accessories**.
4. Click **System Tools**.
5. Click **Communications**.
6. Click **Back**.
7. Type **cal** to find the Calculator.
8. Press ENTER to open the Calculator.
9. Close the Calculator.
10. In the **Search** box, type **Budget**.
11. Search finds all files and e-mails with the word 'Budget' in any property.
12. In the **Search** box, type **Budget from: John**.  
Search finds all files and e-mails with the word 'Budget' in any property that were authored by John.
13. Delete from: **John**.
14. Search again finds only files and e-mails with the word 'Budget' in any property.
15. Press ENTER to open the first item in an Explorer window.

## New Group Policy Settings for the Start Menu

User Configuration > Administrative Templates > Start Menu and Taskbar >

- Add the **Run** command to the **Start** Menu.
- Clear the recent programs list for new users.
- Remove the **Games** link from the **Start** Menu.
- Remove the **Search Computer** link.
- Remove the user folder from the **Start** Menu.
- Use folders instead of a library.
- Do not search communications.
- Do not search files.
- Do not search Internet.
- Do not search programs.
- Remove the **Search Computer** link.

## Questions about the Start Menu

- What locations does a search launched from the **Search** box on the **Start** menu actually search?
  - User Profile
  - Offline Files
  - MAPI E-mail
  - Programs
- Is there a group policy or setting to remove the **Search** box from the **Start** Menu?  
No, there is no group policy or setting to remove the **Search** box from the **Start** menu.

## Advanced Queries

Windows Vista and Microsoft Office Outlook® 2007 use a simple but powerful query syntax which enables users to express complex searches by using simple sentences. For example, to find an e-mail that Bill wrote to John, simply type **email from: Bill to: John** in the Search box, and all of Bill's e-mails to John will return in the results.

---

**Note** You can enable natural queries, which are even easier to use than advanced queries, through the **Search** tab in the **Folder Options** dialog box.

---

To explore advanced queries

1. Click **Start**.
2. Type **Budget to: Susan from: John**.  
Search finds all files sent by Susan to John that contain the word 'Budget' in any property.
3. Press the **X** on the right of the **Search** box to clear the search results.

## Search Explorer

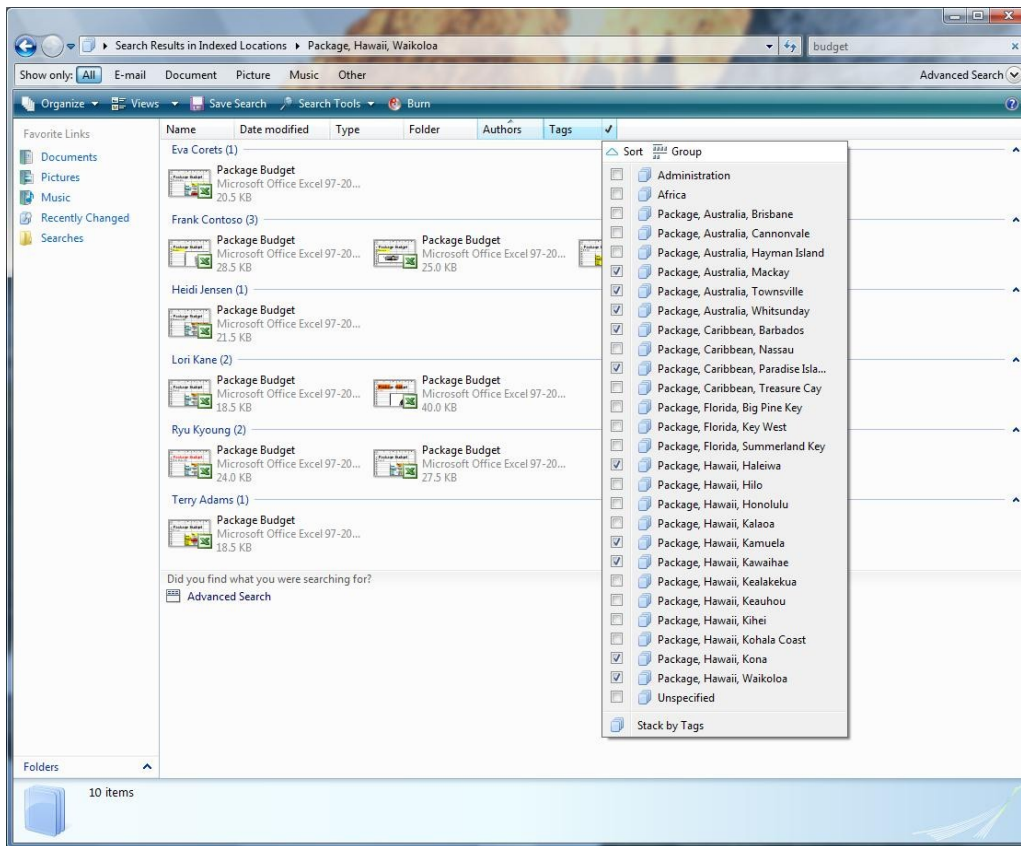
To view all your search results, or for more powerful filtering, click **Search the Computer** in the **Start** menu search results or click **Search** on the **Start** menu. You can use Search Explorer for instant access to powerful filtering, arranging, and organizing.

To explore Search Explorer

1. Click **Start**.
2. In the **Search** box, type **Budget**.  
Search finds all files that contain the word 'Budget' in any property.

3. Click **Search the Computer** to open search results in an Explorer window.

## Filtering and Grouping



If there are too many search results to scan quickly, then you can filter the list by using filter controls in Windows Vista. The **Reading** pane shows you a rich preview of search results, enabling you to quickly find the file that you were looking for. As you change Quick Filters, the Search explorer shows only the results that you want, making your search experience more productive.

To categorize the results even more, you can use column-level filter controls on each column header. To filter your data by a specific property, such as by author, just check each value to include for that property. You can check as many values as you want for each property, and you can filter by as many properties as you want at the same time. You can also sort, stack, or group the data by property in the current view.

Also, by using groups, you can quickly organize search results by a property that makes sense to you.

To explore filtering and grouping

1. Click **Start**.
2. In the **Search** box, type **Budget**.  
Search finds all files that contain the word 'Budget' in any property.

3. Click **Search the Computer** to open search results in an Explorer window.
4. Click **Documents** to display only documents.
5. Click **E-mail** to display only e-mails.
6. Click **All Kinds** to display all search results by Date Modified.
7. Click the control on the **Author** column heading to filter search results by author.
8. Click the filter control on the **Tags** column heading to filter search results by tags.

## Preview Pane and Details Pane

Windows Vista provides several new controls to help you search and organize your information. The **Preview** pane shows a preview of selected items so you do not have to open each result separately. Applications can add preview handlers to Windows Vista so that you can see your favorite files' properties in the **Preview** pane. With the **Details** pane, you can preview each item that you select and review its properties. You can also review the properties of multiple selected files at the same time.

To explore the Preview and Details panes

1. Click **Start**.
2. In the **Search** box, type **Budget**.  
Search finds all files that contain the word 'Budget' in any property.
3. Click **Search the Computer** to open search results in an Explorer window.
4. Click **Organize**, click **Layout**, and then click **Preview Pane**.
5. Select a file.  
Notice that you can see the file's contents without having to open it in the associated application.
6. Select a file.  
Notice that file properties appear in the **Details** pane.
7. Press CTRL and select another file.  
Notice that the aggregated properties of both files appear in the **Details** pane.
8. Unselect files.

## New Group Policy Settings for the Preview and Details Panes

User Configuration > Administrative Templates > Windows Components > Windows Explorer > Explorer Frame Pane >

- Turn off the **Preview** pane.
- Turn off the **Details** pane.

## Questions about the Preview and Details Panes

- Can I edit properties in the **Preview** pane?  
Yes, but this feature has not been enabled for the Beta 2 release of Windows Vista.

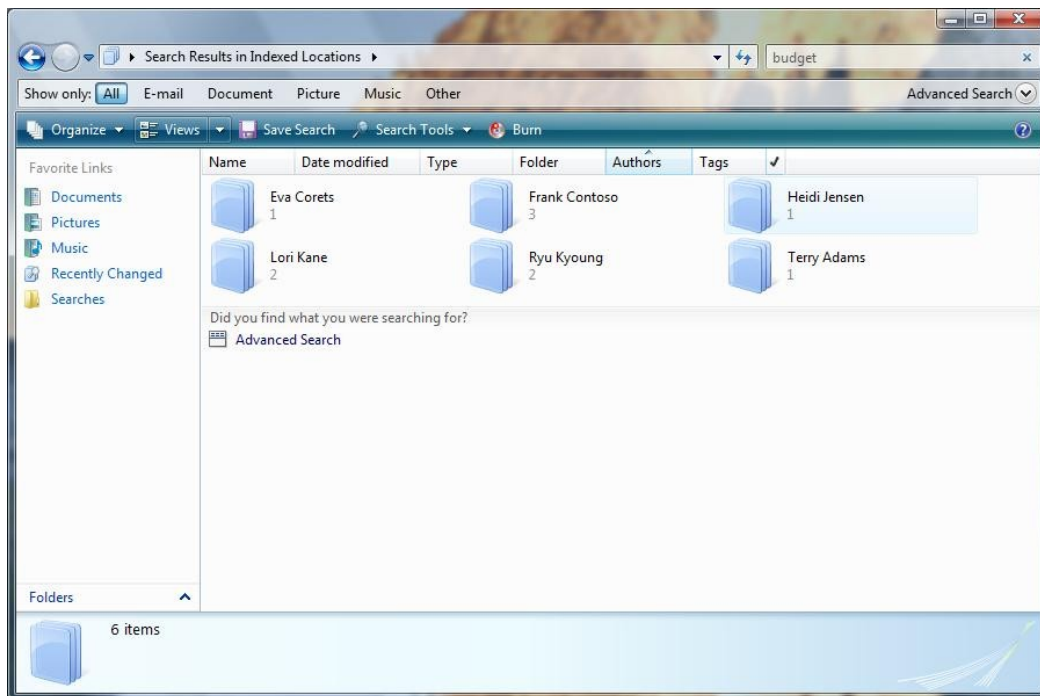
## Saved Searches

Once you have created a search that fits your specifications, you can save it so that you can use it later. Windows Vista not only enables you to save searches, but it also dynamically updates the results every time you open a Saved Search so that your results are always up-to-date.

To save a search

1. Click **Start**.
2. In the **Search** box, type **Budget**.  
Search finds all files that contain the word Budget in any property.
3. Click **Search the Computer** to open search results in an Explorer window.
4. Click **Save Search**, enter a file name, and then click **Save**.
5. Close Explorer.
6. Click **Start**.
7. Click Documents.
8. In the favorite links of the navigation pane, click **Searches**.
9. Open the search that you saved in step 4.

## Stacking



Stacks enables you to browse data by using properties like “author”, “keyword”, or “type” as if they were folders. For example, when data is stacked by author, you see a blue folder representing each author. When you double-click that blue folder, you can see all the documents written by that person. Stacks are as easy to use as folders, but are more powerful because you can use whatever you know about an item to browse for it.

To explore stacking

1. Click **Start**.
2. Click **Pictures**.
3. In the **Search** box, type **Sunset**.
4. Click the filter control on the **Tags** column heading to filter search results by tags.

## Common File Dialog

The Windows Vista Common File Dialog (CFD) enables you to search for data while opening files, which enables you to find the right file faster. While saving files, the CFD opens in a special 'mini-mode', which reduces clutter on your desktop, easily saves the file, and adds metadata to it by using any application that supports the new CFD.

To explore the Windows Vista Common File Dialog

1. Open Microsoft Office® Word 2007.
2. Click the **Office** button in Word 2007 and then click **Open**.
3. In the **Open file** search box, type **Budget**.
4. Double-click one of the search results to open that file, and then make some changes to the file.
5. Click the Office button and click **Save As**.
6. In the **Tags** field, type **Finances**.
7. Click **Save** to save your document with the tag 'Finances'.

## Beyond Search: Visualize and Organize Data

Windows Vista enables you to apply metadata to any file or application to improve search results. You can easily organize thousands of files quickly by using the powerful property editing user experience in Windows Vista. A host of controls such as the address bar and view slider make navigating and visualizing your data simple and easy.

Organize your data by using the following features:

- Property editing
- Address bar
- User profile folder
- Commands module
- Favorite links in navigation pane
- View slider

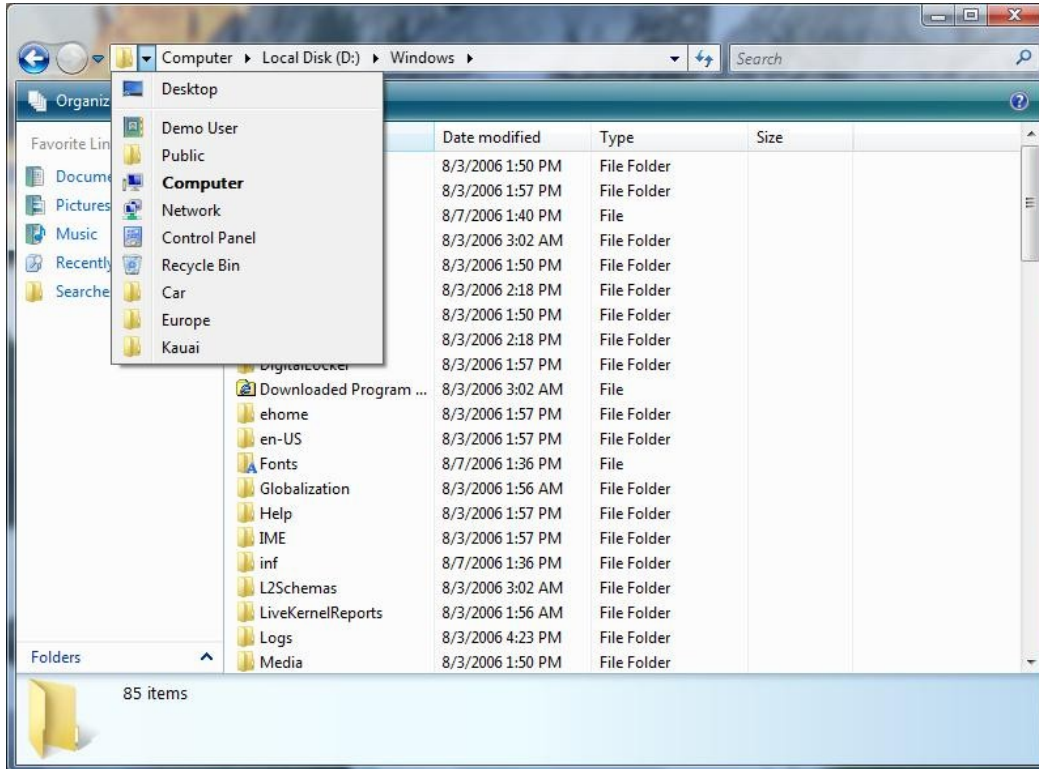
## Property Editing

You can apply as many keywords as you want to a file, because keywords, authors, and many other properties in Windows Vista support multiple values at once. This means that files show up under all the keywords that apply to them. This gives you incredible flexibility to organize your data.



## To edit properties

1. Click **Start**.
2. Click the **Pictures** link.
3. In the **Search** box, type **animals**.
4. Search finds all files that contain the word animals in any property in the **Pictures** folder.
5. Select a file.
6. Type **Finch** to add a 'Finch' tag. Rate the file **3 stars**.
7. Click **Save** to commit the changes.



## Address Bar

The new address bar at the top of the Explorer window pinpoints your current path even as you navigate using properties. You can go back any number of levels with a single click, and, if you go down the wrong path, you can easily correct your course by clicking an arrow and choosing a different way. This control also highlights the folders of your current path.

## To explore the address bar

1. Click **Start**.
2. Click **Computer**.
3. Double-click **Local Disk (C:)** to open drive C.
4. Double-click **Users** to open the **Users** folder.
5. Click the far left dropdown menu in the address bar.
6. The following options display:
  - Desktop

- User's Folder
  - Public Folder
  - Computer
  - Network
  - Control Panel
  - Recycle Bin
  - Any folders on the desktop
7. Click the second dropdown menu in the address bar to see a list of storage devices.
  8. Click an empty space in the address bar.
  9. The path of the folder appears as C:\Users\.

## User Profile Folder

Windows Vista has a simpler, more elegant user profile namespace, which enables you to navigate your documents, pictures, and music more easily. All of your data and settings are stored in your user profile folder. This organization represents three major changes from Windows XP:

1. User profiles are stored in %SYSTEMDRIVE%\Users instead of %SYSTEMDRIVE%\Documents and Settings.
2. The "My" prefix has been retired.
3. Folders within the user profile folder are at the same hierarchical level, so "Documents", "Pictures", and "Music" are at the same level.

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**Note** The Windows Vista user profile namespace is backward-compatible with applications that use the Windows XP user profile namespace because of directory junctions. To explore directory junctions, open a Command Prompt window, type **dir/a**, and press ENTER. Notice that My Documents in the listing is marked <JUNCTION> because it simply points to Documents. Notice also that the Explorer view of the user profile folder is not the same as the file system view when you navigate to c:\users\%username%.

---

To explore the user profile folder

1. Click **Start**.
2. Click **%USERNAME%** link on the right of the **Start** menu.  
This aggregated 'virtual' view of several folders presents some of the most useful folders a user is likely to navigate to in the file system in one window.

## New Group Policy settings for the user profile folder

- Deletes user profiles older than a specified number of days on computer restart.

## Questions about the User Profile Folder

- Can I create folders inside the User Profile folder?  
Yes, you can create folders inside the User Profile folder, but this is not yet enabled in the Beta 2 release of Windows Vista. For Beta 2, you can create folders in your profile only from a Command Prompt window.

## Commands Module

The Tasks section of the left pane of folders in Windows XP has been replaced by the commands module in Windows Vista. The commands module is a toolbar that presents different commands based on which Explorer you are currently in and gives you easy access to contextually-relevant commands so that you do not have to navigate menus.

To explore the commands module

1. Click **Start**.
2. Click **Documents**.
3. Notice that the **Share** and **Burn** commands are available because these commands apply to the entire Documents folder for computers that are not joined to the domain.
4. Select a document.  
Notice that the **Open** command is available because it applies to the file that you selected.
5. Click **Start**.
6. Click **Pictures**.  
Notice that the **Slideshow** command is available because it applies to the entire Pictures folder.

### New Group Policy Settings for the Commands Module

User Configuration > Administrative Templates > Windows Components > Windows Explorer >

- Displays the menu bar in Windows Explorer.

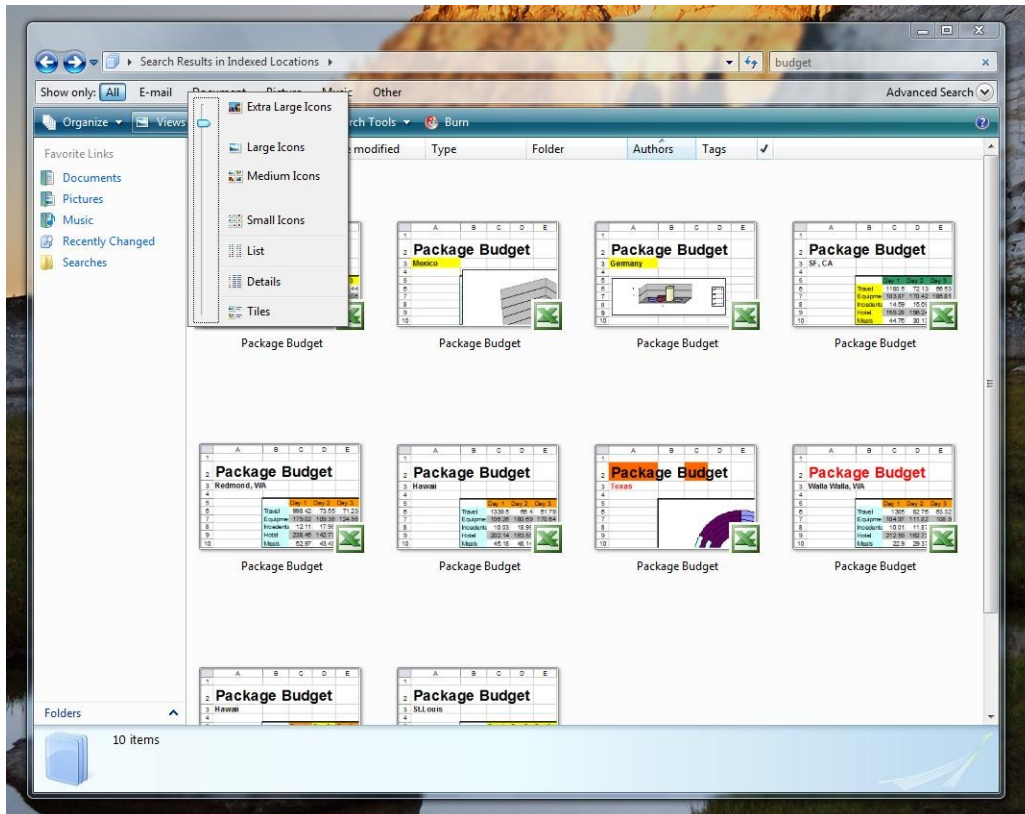
### Favorite Links in the Navigation Pane

The **Navigation** pane in Windows Explorer makes it easy to switch between different folders, search folders, and other locations on your hard drive.

To explore the Navigation pane in Windows Explorer

1. Click **Start**.
2. Click **Documents**.
3. In the navigation pane, click **Pictures**.
4. Drag and drop a folder from the **Pictures** folder into the navigation pane.
5. The folder displays as a link in the navigation pane.

## View Slider



Windows Vista makes it easy to see information about your search results by providing multiple view options in Windows Explorer. For example, the Extra Large Icons view provides rich, colorful, and crisp thumbnails in the Explorer window, while the Details view enables you to see the authors of your files and the dates when they were last modified.

To explore the view slider in Windows Explorer

1. Click **Start**.
2. Click **Documents**.
3. Click **Views**.
4. Click **Views** again.  
Notice that icons are displayed in a different format.

5. Click the **Views** menu and drag the slider up and down to display the icons in different formats.

## Navigate Windows Vista with Transparency

The signature look of Windows Aero is designed to help you work on several tasks in multiple applications without having to switch between windows. Aero enables you to see what is happening in other windows without having to switch to them. Taskbar thumbnails and the new ALT-TAB thumbnails give you a visual summary of all your activities without having to switch out of your current application.

Navigate your computer by using the following features:

- Windows Aero window frames and animations
- Task bar thumbnails
- Alt-Tab thumbnails
- Windows Switcher

### Window Frames and Animations

Windows Vista signature window frames are aesthetically pleasing yet highly functional. They showcase the look and feel of the Windows Vista theme and its incredible attention to detail. For example, notice the per-pixel alpha transparency, blurs, shadows, and independently moving reflections.

[To explore the Aero window frames and animations](#)

1. Click **Start**.
2. In the **Search** box, type **Notepad**.
3. Press ENTER to open Notepad.
4. Click **Start**.
5. In the **Search** box, type **Character Map**.
6. Press ENTER to open Character Map.
7. Drag Notepad around the screen and over the Character Map window.
8. Minimize Notepad.

Notice that Notepad minimizes by flying into the taskbar.

9. Maximize Notepad.

Notice that Notepad restores by flying out of the taskbar.

### New Group Policy Settings for Window Frames and Animations

User Configuration > Windows Components > Desktop Window Manager >

- Do not enable window animation.

User Configuration > Windows Components > Desktop Window Manager > Window Frame Coloring >

- Specify a default color.
- Do not enable color changes.

## Taskbar Thumbnails

Switching between active windows is easy in Windows Vista. Live thumbnails make it simple to see what programs are running, even what videos are playing. Just move the mouse cursor over a program, and you see a breathtaking live preview.

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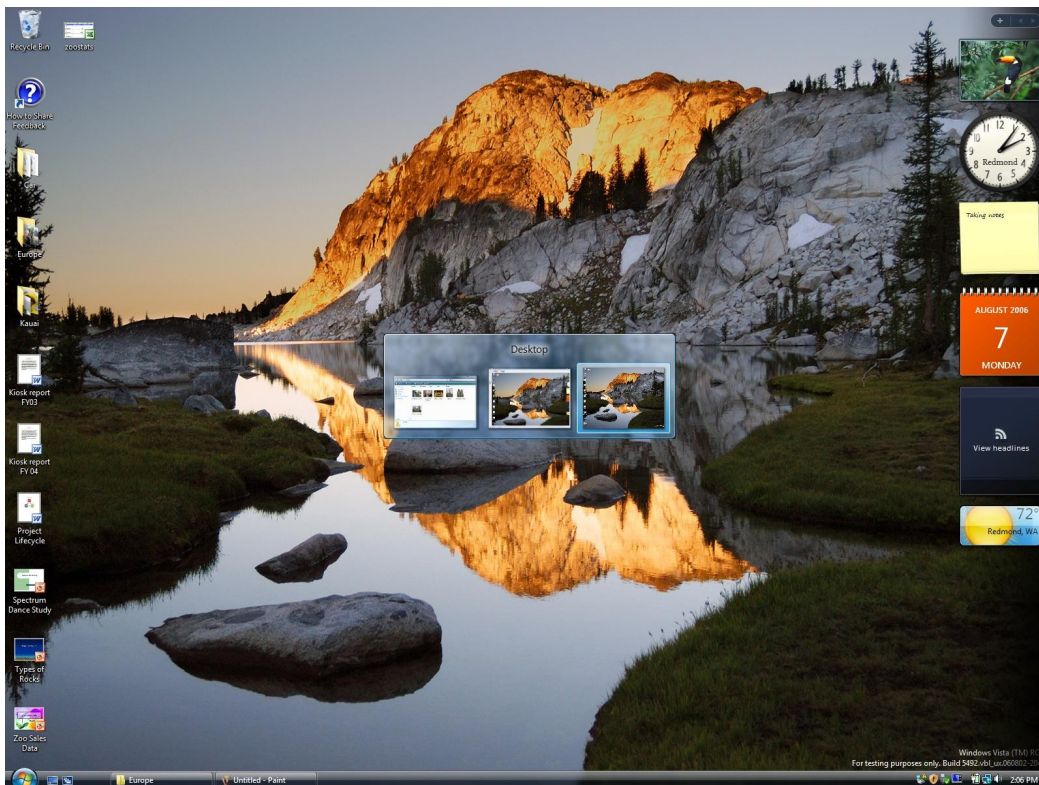
**Note** You must have a computer capable of running the Windows Vista theme to complete the following procedure.

---

To explore taskbar thumbnails

1. Click **Start**.
2. In the **Search** box, type **Notepad**.
3. Press ENTER to open Notepad.
4. Pause the mouse on Notepad in the task bar.  
Notice the Notepad thumbnail.
5. Enter text into Notepad, and then pause the mouse on Notepad in the task bar.  
Notice the updated Notepad thumbnail.

## Alt + Tab Thumbnails



Switching between active windows is easy in Windows Vista. The Alt+Tab functionality enables you to view live thumbnails of each window, and even enables you to send commands to these windows.

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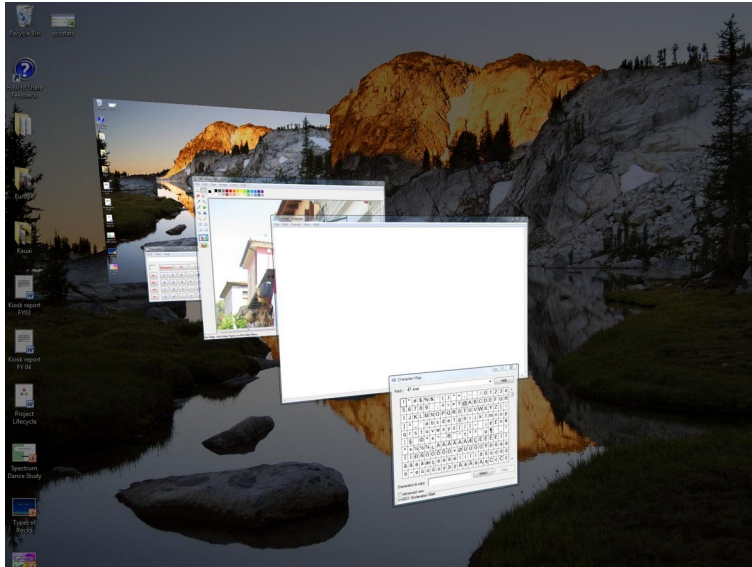
**Note** You must have a computer capable of running the Windows Vista theme to complete the following procedure.

---

### To explore Alt+Tab thumbnails

1. Open multiple programs.
2. Press ALT+TAB multiple times to scroll through active windows with live thumbnail previews.

## Window Switcher



If you have more than one program running at a time, you can see live previews of each window as you move through them one at a time, helping you to find the right window simply and quickly.

### New Group Policy Settings for Windows Switcher

User Configuration > Windows Components > Desktop Window Manager >

- Do not enable desktop composition.
- Do not enable Flip3D invocation.

### To explore Windows Switcher

1. Open multiple programs.
2. Press the Windows key + TAB multiple times to scroll through a visual representation of the active windows.
3. Scroll to the desktop and release the Windows key + TAB.
4. Press the Windows key + TAB multiple times to scroll through a visual representation of the active windows.
5. Click a window with the mouse to select that window.

---

## Customize and Secure

### Managing Your Computer and Your Applications with Ease

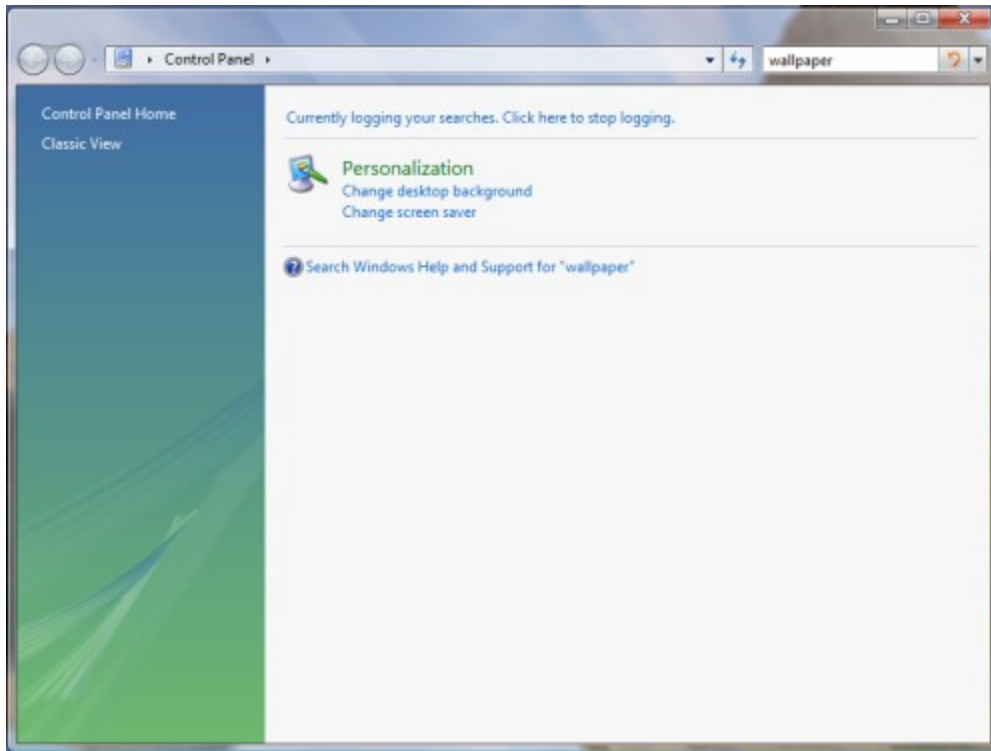
Changing your computer's settings can be a daunting task. Windows Vista empowers you to personalize your computer. For example, you can right-click the desktop and personalize your display resolution and wallpaper without requiring administrative

privileges. The Control Panel is searchable and presents you with links to common tasks. User Account Control (UAC) is a powerful security feature that enables you to perform most tasks as a Standard User, prompting you for credentials or consent only when you take an action that requires elevation to administrative privileges, such as making a change that affects all users on your computer.

Manage your computer and your applications with the following features:

- Control Panel
- Programs Explorer
- User Account Control

## Control Panel



Windows Vista's new Control Panel makes changing your computer settings simpler and easier by explaining the tasks that you can perform in simple terms. The options displayed in Control Panel will filter as you type a search term in the **Search** field.

You can also change the display of Control Panel to the more familiar Classic View by clicking **Classic View** in the left pane.



To explore Control Panel

1. Click **Start**.
2. Click **Control Panel**.
3. In the **Search** box, type **Background**.
4. One of the search results will be **Change Desktop Background**.
5. In the **Search** box, type **Wallpaper**.
6. One of the search results will be **Change Desktop Background**.
7. Press the **X** on the right of the **Search** box to clear search results and return to the default Control Panel view.

## Programs Application in Control Panel

Managing your programs is simple with the new **Programs** application in Control Panel. You can see the list of programs that you installed and browse or search it by using various properties, such as the publisher or size of the program. Finding which programs take up the most space on your computer is simple if you need to free up space on your hard disk.

To explore Programs Explorer

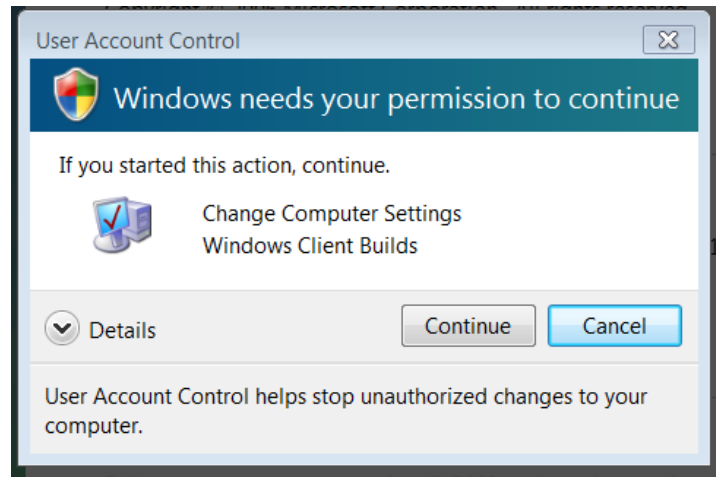
1. Click **Start**.
2. Click **Control Panel**.
3. In the **Search** box, type **Install**.
4. One of the search results will be **Installed programs**.
5. Click **Installed Programs**.
6. In the **Search** box, type **Product** to filter the list of programs to display only products.
7. Delete the text in the **Search** box to display all installed programs.
8. Filter results by **Size** equals **Huge** to display all programs that have a size of **Huge**.
9. Click a product.
10. Click **Remove** to uninstall that product. (Administrator privileges are required to complete this action.)

## New Group Policy Settings for the Programs Application in Control Panel

User Configuration > Administrative Templates > Control Panel > Programs >

- Hide the **Get Programs** page.
- Hide the **Installed Updates** page.
- Hide the **Programs and Features** page.
- Hide the **Program** application in Control Panel.
- Hide the **Set Program Access and Defaults** page.
- Hide Windows Features.
- Hide Windows Marketplace.

## User Account Control



Most people do not perform administrative tasks on their computer every day—their tasks focus on editing documents, sending e-mails, viewing Web sites, listening to music, or watching videos. All of these tasks can be performed as a standard user who does not have administrative privileges. In situations where administrative privileges are required (for example, when you try to make changes that affect all users on the computer), Windows Vista gives simple visual cues in the form of a security shield. When elevated privileges are required, Windows Vista uses an intuitive, extensible user interface for gathering your credentials. In Windows XP, these credentials were limited to a password, smart card, or a PIN. Windows Vista enables third-party developers to create retina scanners, fingerprint readers, and other security measures by using a powerful extensibility framework.

Various critical directories also have security permissions, which prevent users from modifying their contents. Combined with redirected folders, this feature makes it easier for administrators to back up the right set of data for users to a central server. In Windows Vista, it is also easier for standard users to perform some tasks that required administrative privileges in Windows XP, such as setting the time zone, changing the screen resolution, or changing the power plan. For more information about developing and installing new credential providers, go to the [Developing Credential Providers for Windows Vista Web site](#).

To explore User Account Control

1. Click **Start**.
2. Right-click **Computer**, and then click **Properties**.
3. Pause the mouse cursor on **Change Settings**.  
The shield icon indicates that this task requires elevated privileges.
4. Click **Change Settings**.
5. User Account Control (UAC) prompts you for your credentials or asks for your consent to elevate privileges. If you are logged onto the computer as a:
  - **Standard User**, you see a list of users that can provide credentials to complete this authorization.
  - **Protected Administrator**, you see a dialog box asking if you agree to continue.

6. Click **Continue** or provide the necessary credentials to open **System Properties**.
7. Close **System Properties** and the **System** application in Control Panel.

### **New Group Policy Settings for User Account Control**

Computer Configuration > Administrative Templates > Windows Components > Credential User Interface >

- Do not enumerate administrator accounts on elevation.
- Require trusted path for credential entry.

### **Questions about User Account Control**

- How do I control and configure User Account Control?  
You can turn User Account Control on or off through the User Accounts Control Panel

You can control UAC through Secpol.msc by using these Security Policy settings:

- Admin Approval Mode for the Built-in Administrator account.
- Behavior of the elevation prompt for administrators in Admin Approval Mode.
- Behavior of the elevation prompt for standard users.
- Detect application installations and prompt for elevation.
- Elevate only executable (.exe) files that are signed and validated.
- Run all administrators in Admin Approval Mode.
- Switch to the secure desktop when prompting for elevation.
- Virtualize file and registry write failures to per-user locations.

To access Secpol.msc, type **Secpol.msc** in the **Search** box of the **Start** menu, and then press ENTER.

## **Performance Management**

Windows Vista offers a set of tools for reporting and diagnosing performance issues. These tools provide readable information that can be quickly understood without resorting to scripts or other applications to parse log files.

Manage your computer's performance by using these features:

- System Health Report
- Reliability and Performance Manager
- Event Log

## System Health Report

The screenshot displays the 'Reliability and Performance Monitor' window. The 'CPU' section is expanded, showing a table of processes. Below it, the 'Performance Counter' section is expanded, showing a table of performance metrics. The 'Processor' section is also expanded, showing a table of processor-related metrics. The 'Services', 'System', 'Network', 'Disk', and 'Memory' sections are collapsed. The 'Report Statistics' section is also collapsed.

Image Name	Process ID	Threads		Kernel CPU%	User CPU%	CPU%
		Launched	Used			
Idle	0	1	1	68.9	0.0	68.9
svchost.exe	1024	26	3	3.8	0.8	4.6
svchost.exe	800	27	4	3.1	0.7	3.9
		1010	240			98.7

Performance Counter	Mean	Minimum	Maximum
Virtual Bytes	3,585,918,596	3,277,340,416	3,788,699,312
Private Bytes	489,383,595	457,206,112	507,951,244
Page File Bytes	487,952,283	455,884,800	506,540,032
Working Set	225,622,084	37,343,232	575,418,368
Working Set - Private	108,997,700	7,467,008	228,954,112
Pool Paged Bytes	3,288,707	3,115,828	3,448,292
IO Data Bytes/sec	1,364,237	0	23,620,398
IO Read Bytes/sec	1,154,696	0	23,438,160
IO Nonpaged Bytes	441,853	421,864	463,716
IO Write Bytes/sec	209,543	0	3,211,723
IO Other Bytes/sec	28,572	7,724	240,106
Page Faults/sec	2,847	0	23,180
IO Other Operations/sec	912	8	5,307
Thread Count	766	707	827
IO Data Operations/sec	280	0	3,405
IO Read Operations/sec	192	0	3,032
% Processor Time	97	50	219
% Privileged Time	87	31	218
IO Write Operations/sec	87	0	1,597
% User Time	10	0	66
Priority Base	0	0	0

Performance Counter	Mean	Minimum	Maximum
DPCs Queued/sec	376	123	938
Interrupts/sec	338	164	1,219
% Idle Time	71	0	180
% Processor Time	29	0	100
% Privileged Time	19	0	117
% User Time	10	0	66
DPC Rate	3	0	10
% DPC Time	0.887	0	4
% Interrupt Time	0.753	0	4

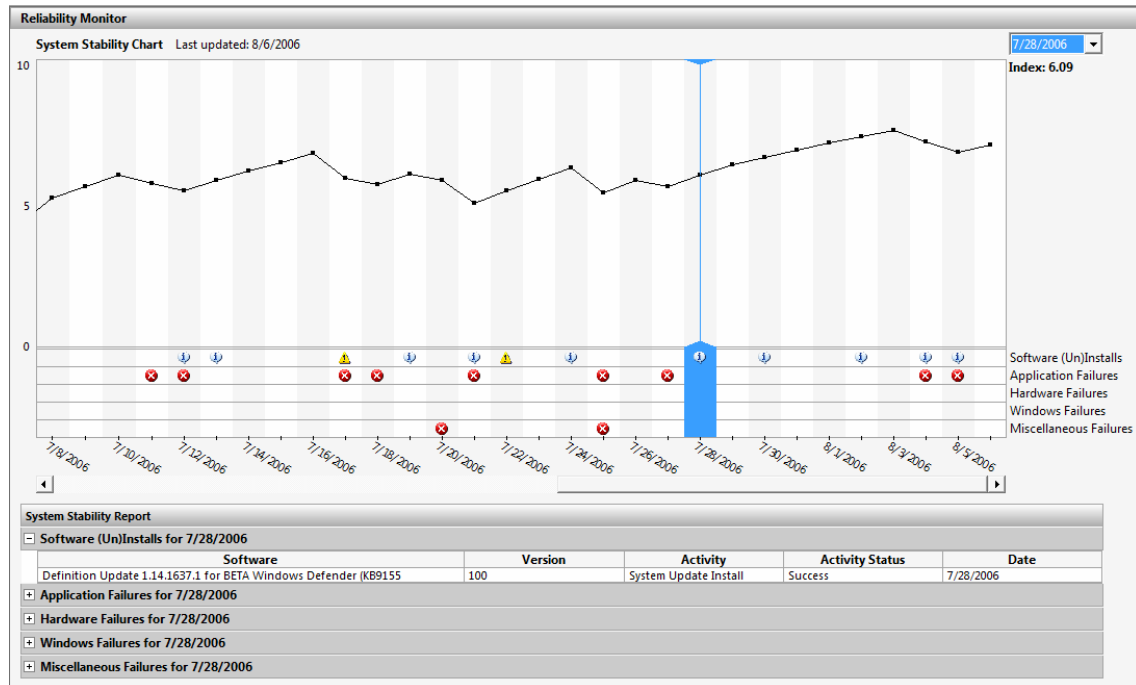
System Health Report collects data for 100 seconds on many different areas of the computer and gives the administrators a brief but current snapshot of the computer's health. As a result, administrators can quickly diagnose chronic issues such as a process taking up too many CPU cycles or using too much input/output (I/O) without having to delve through logs.

To explore System Health Report

1. Click **Start**.
2. Click Control Panel.
3. In the **Search** box, type **Performance**.  
One of the search results is **Performance Information and Tools**.
4. Click **Performance Information and Tools**.  
One of the tasks in the task area on the left is **Advanced Tools**.

5. Click **Advanced Tools**.
6. Click **Generate a system health report**.

## Reliability Monitor



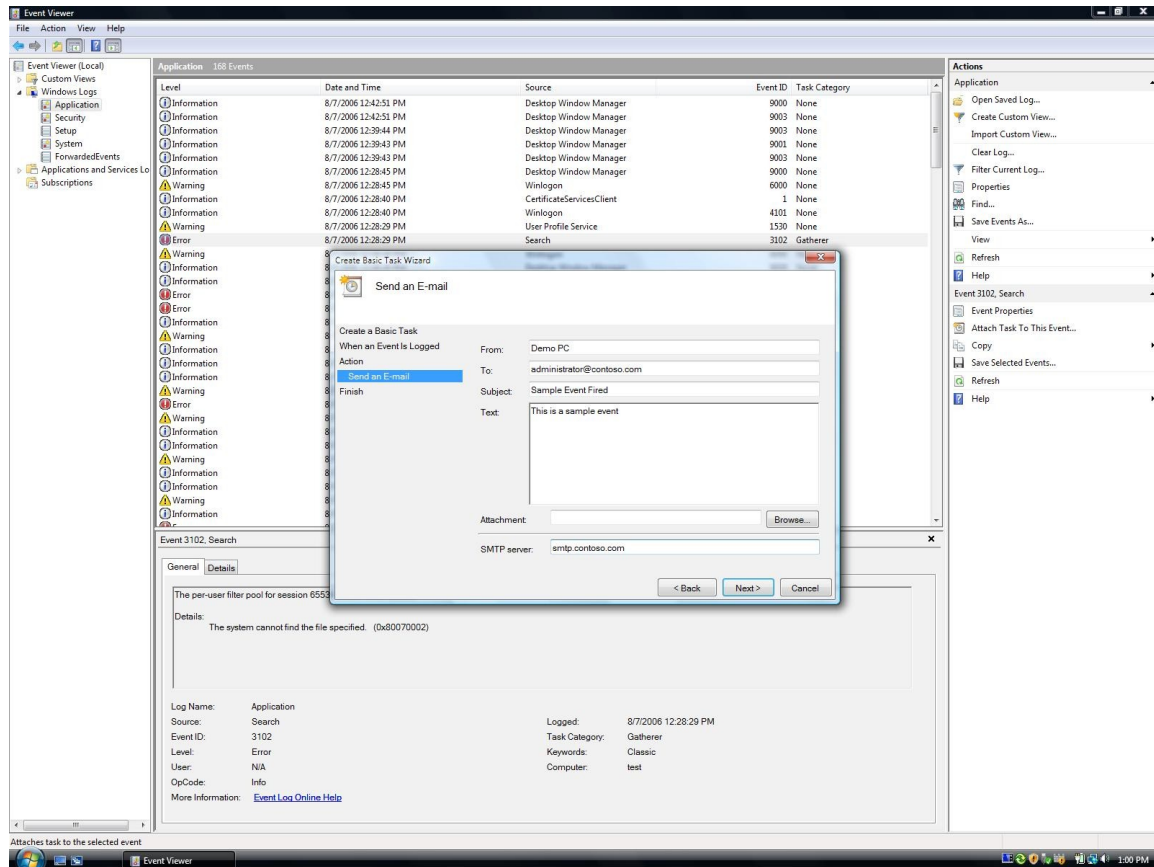
Reliability Monitor is a feature that captures and summarizes interesting events from various event logs, and presents a graphical overview of the computer's stability and gives an aggregate numerical score, the System Stability Index, for the system's reliability. This is a great visual tool for understanding the long-term impact of driver updates and service packs, and for tracking the health of a computer over time. Application hangs and driver issues, for example, contribute to a lower System Stability Index.

### To explore Reliability Monitor

1. Click **Start**.
2. Click **Control Panel**.
3. In the **Search** box, type **Performance**.  
One of the search results is **Performance Information and Tools**.
4. Click **Performance Information and Tools**.  
One of the tasks in the task area on the left is **Advanced Tools**.

5. Click **Advanced Tools**.
6. Click **Open Reliability and Performance Monitor**.
7. Expand the **Monitoring Tools** node.
8. Click **Reliability Monitor**.

## Event Viewer



Windows Vista components report many more informative and warning events than previous operating systems, and it can be tedious to browse thousands of log entries for a specific event. The improved Event Viewer enables administrators to graphically browse your computer's event logs, and it contains new views that aggregate information in meaningful ways. You can also filter events by properties such as the source file or the log file and save custom views. Also, administrators can launch tasks when certain events occur, such as sending an e-mail or launching an application.

### To explore Event Viewer

1. Click **Start**.
2. Click **Control Panel**.
3. In the **Search** box, type **Event**.

One of the search results is **Administrative Tools**.

4. Under **Administrative Tools**, click **View event logs**.
5. In **Summary of Administrative Events**, expand **Error**.
6. Double-click the first event type.
7. Select an event and click **Attach a Task**.
8. Click **Next**.
9. Select **Send an e-mail** and click **Next**.
10. Enter information in the boxes, and then click **Next**.
11. Click **Finish**.

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## Collaborate, Share, Network, and Be Mobile

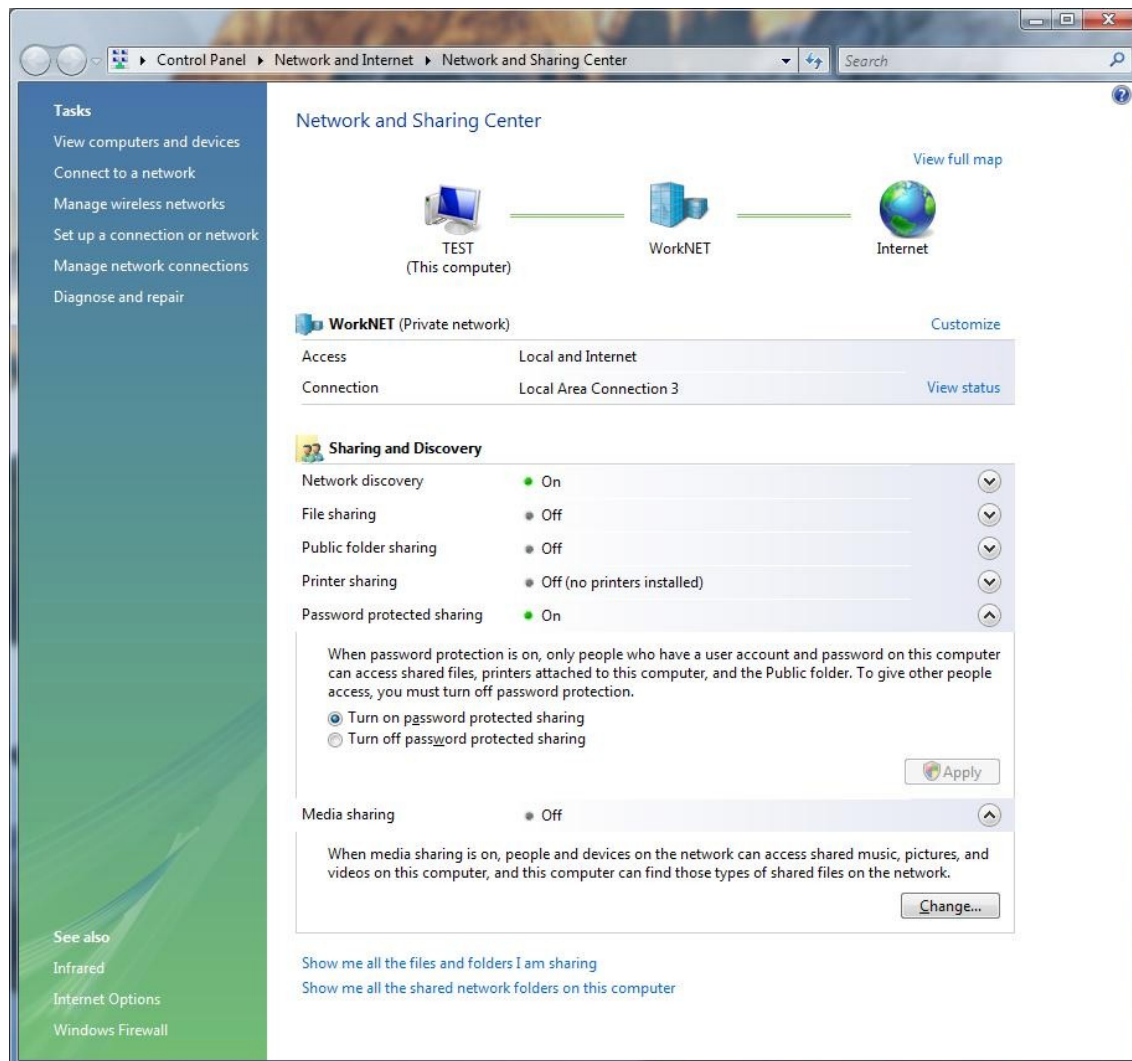
### Share Data with Users Quickly and Easily

If you want to share files with a co-worker or want to present a slide deck to your customers over the network, Windows Vista enables you to do so quickly and easily through a simple wizard interface. For impromptu meetings in small groups, you can use Windows Collaboration to share applications, present a slide deck, and share handouts.

Share your data by using these features:

- Network and Sharing Center
- File sharing wizard
- Windows Collaboration

## Network and Sharing Center



In an increasingly connected world, users can connect to networks in the workplace, at home, or in cafés. Windows Vista provides a unified and secure experience when connecting to different kinds of networks.

To explore Network and Sharing Center

1. Click **Start**.
2. Click **Network**.
3. In the commands module, click **Network and Sharing Center**.
4. Next to the network name, click **Customize**.
5. In the **Set Network Location** dialog box, set **Network Name** to **Contoso Network**.
6. Set **Location Type** to **Private**.
7. Click **Next**, and then click **Finish**.

This wizard makes your computer discoverable on the corporate network and enables your computer to see other devices on the network as well.



1. In the **Network and Sharing Center**, click **View full map**.
2. This shows a topological map of devices on the network and how they are connected to each other or to the Internet.
3. Close the network map.
4. In **Sharing and Discovery**, click **Show me all the files and folders I am sharing**.

## File-sharing Wizard

The file-sharing wizard in Windows Vista makes exchanging files simple and easy. When you log on, you can access all files shared with you without any complicated permissions or setting up shares.

To explore the sharing wizard

1. Click **Start**.
2. Click **Pictures**.
3. Select a few pictures.
4. Click **Share** to open the Sharing Wizard
5. Enter a user name and press ENTER. If User Account Control (UAC) requests permission to complete this action, click **Allow**.
6. Click **Next**, and then click **Finish**.

## New Group Policy settings for file sharing

- Turn off per-item sharing.

## Windows Collaboration

Meetings often take place outside of a conference room, often at a moment's notice. Windows Collaboration makes it easy to set up quick, informal meetings over the network with up to 10 participants. When you use peer-to-peer technology, Windows Collaboration frees you from the need to set up a server. If a network is not found, it even sets up an ad-hoc wireless network for you so your meeting can proceed smoothly. You can start sharing documents, pictures, presentations, and applications instantly.

#### To explore Windows Collaboration

1. On computer A, click **Start**.
2. Click Windows Collaboration.
3. Click **Start a new session**. Name the new session **Session 1** and type a password for the session. Click **Go**.
4. On computer B, click **Start**.
5. Click Windows Collaboration.
6. Click **Join a session near me** and select **Session 1** to join the session.
7. Click **Share handouts** and select a file to share.
8. The file is copied to computer A and appears on the list of handouts.

## Browse the Internet Safely and Easily

The Internet is a great place to find and share information, but it can also provide a means for malware and spyware to attack your computer. Microsoft Internet Explorer in Windows Vista provides you with a more secure and productive browsing experience. In Windows Vista, Internet Explorer runs in a special low-rights mode, which mitigates remote attacks on your computer. Internet Explorer also handles ActiveX more safely, and downloaded files are automatically scanned by Windows Defender. Internet Explorer can also be easily controlled by Group Policy.

Browse the Internet safely with these features:

- Windows Vista Firewall
- Tabbed browsing
- Search in Internet Explorer
- RSS feeds
- Safer browsing

## Windows Vista Firewall

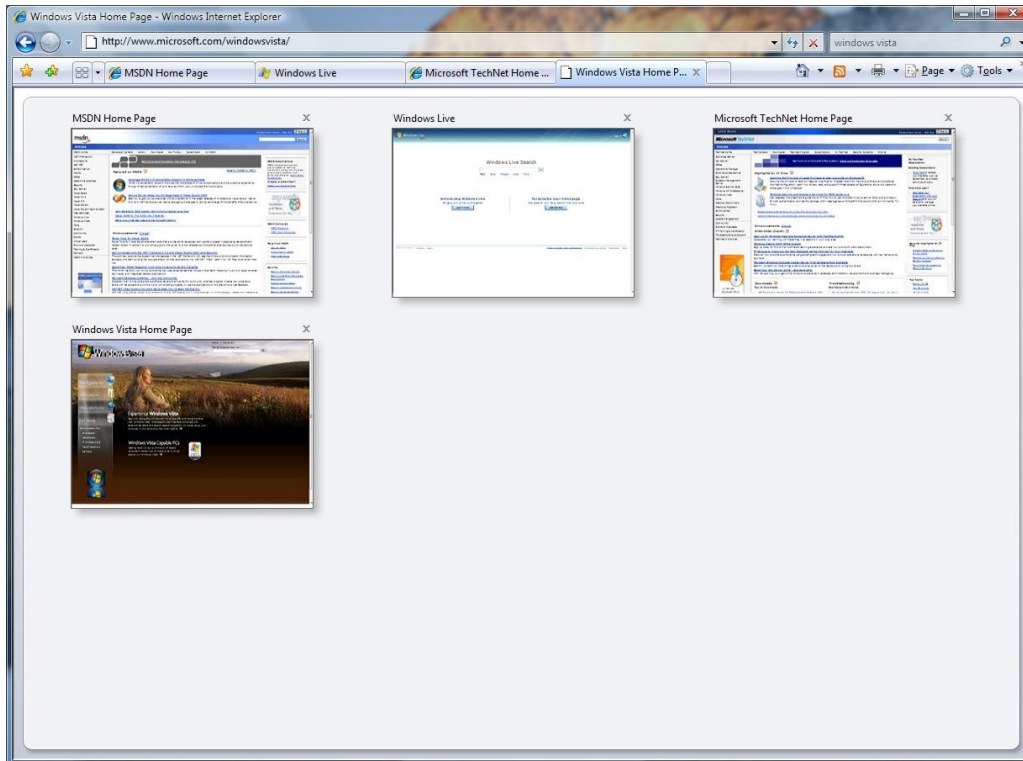
Windows Vista includes a built-in, state-focused, host-based firewall that can help protect your computer from network attacks. The firewall is now able to block both incoming and outgoing network traffic, giving your computer a degree of protection against network viruses that spread through unsolicited traffic. Also, managing the firewall is easier with a Microsoft Management Console snap-in.

#### To explore Windows Vista Firewall

1. Click **Start**, type **mmc** in the **Search** box, and then press ENTER.
2. Add the Windows Firewall with Advanced Security snap-in to the console.  
Notice how the active firewall profile matches your active network profile.

3. Click **Outbound Rules**
4. In the **Actions** pane, click **New Rule**.
5. Select **Program**, and then click **Next**.
6. Click **Browse**, select a program, and then click **Next**.
7. If the connection is secure, then select **Allow the connection** and click **Next**.
8. Click **Next** twice.
9. Name the rule **My Custom Rule** and click **Finish**.

## Tabbed Browsing



Internet users frequently open many different Web sites at the same time. You might read e-mail on one Web site and do research on another two or three Web sites at the same time. In Windows Vista, you do not have to switch between separate Internet Explorer windows to browse multiple Web sites. You can create tabs, which are like windows within a window, to organize your browsing experience. Just like saved searches, you can save a set of tabs.

To explore tabbed browsing

1. Start Internet Explorer.
2. Browse to a favorite Web site.

3. On the toolbar, hover the mouse cursor on the tab adjacent to the current tab and then click that tab.
4. Hovering the mouse cursor on the tab displays a “new page” icon, and clicking opens a new tab.
5. Browse to another favorite Web site.
6. Click the first tab in the group to go back to the first web site.
7. Click **Quick Tabs** on the left of the toolbar to see a live preview of all tabs in this group.
8. Click **Add to Favorites** on the toolbar and click **Add Tab Group to Favorites**.
9. Close Internet Explorer and open it again.
10. Click **Favorites** and open the saved tab group.

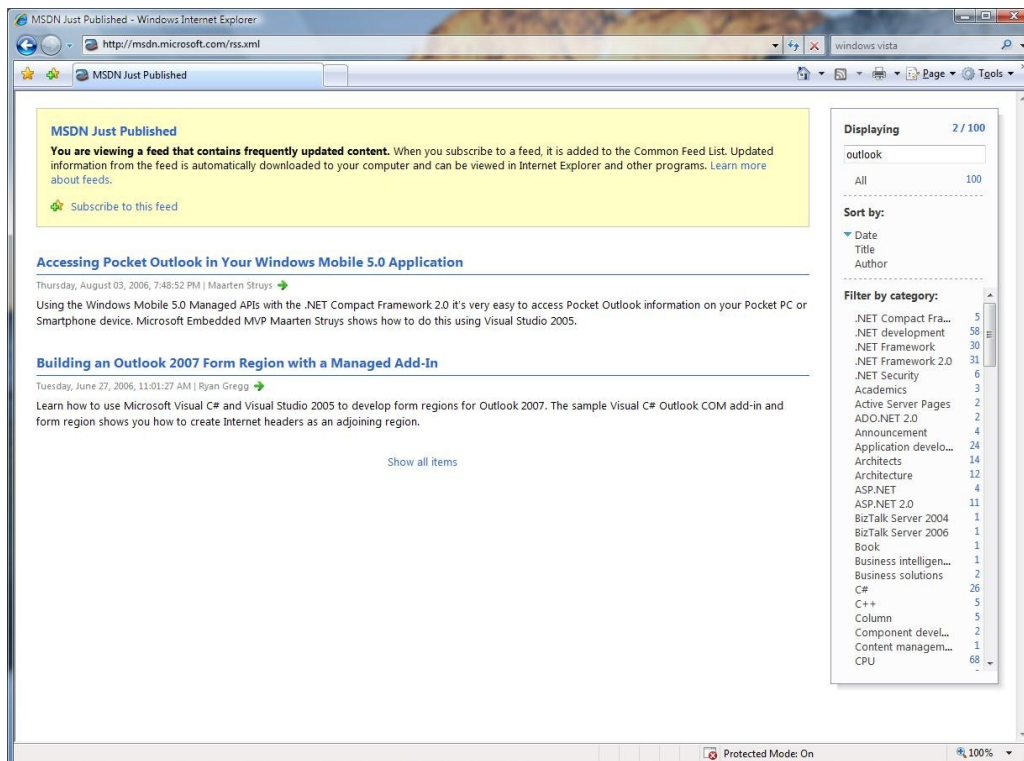
## Search in Internet Explorer

In Windows Vista, you can search for information anywhere and anytime, even on the Internet. If you are connected to the Internet, then Internet Explorer enables you to perform a search by using many search engines without first navigating to that engine’s Web site. Any Web site can add a search provider to Internet Explorer by using public application programming interfaces (APIs).

### To explore Search in Internet Explorer

1. In the **Search** box, type **Contoso** to display search results from the default search provider.
2. Navigate to the [Windows Live Web site](#).
3. Click the dropdown menu next to the **Search** box, click **Add Search Providers**, and then select **Windows Live Search**.
4. Change the search provider to **Windows Live Search**.
5. In the **Search** box, type **Contoso** to display search results by using Windows Live Search.

## RSS Feeds



RSS feeds enable you to subscribe to information and updates from Web sites in a well-known XML format. As before, you can subscribe to news, play lists, and other familiar feeds but Internet Explorer goes one step further by discovering feeds for you and helping you to organize them. Windows Vista is designed with a platform for RSS feeds, so any application (such as the Feed Viewer gadget in the Sidebar) can use RSS feeds.

#### To explore RSS feeds

1. Navigate to the home page of the [BBC News Web site](#).
2. Because this Web site has an associated RSS feed, the **Feeds** button on the toolbar becomes active.
3. Click **Feeds** on the toolbar to download the RSS feed from the Web site.
4. In the **Search in feed** box, type **US** to search the RSS feed for the term 'US'.
5. Click **Subscribe to Feed** to add the RSS feed to your Favorites and automatically keep it current.

### Safer Browsing

The Internet is rife with security threats, such as viruses, malware, and phishing Web sites. Internet Explorer 7 can help protect you from these threats by running in Protected Mode (only available on Windows Vista). In this mode, suspected malware and viruses are restricted to the Temporary Internet Files folder so that they cannot access the rest of your computer. Internet Explorer also provides many visual indicators to tell you whether the Web site that you are browsing is a risk to the security of your computer, and provides an address bar on every window to help prevent phishing attacks.

#### To explore safer browsing

1. Browse to a Web site that uses an ActiveX control already installed on your computer.  
Internet Explorer asks if you want to run this control on the information bar.
2. Click **Run**.  
If the ActiveX code is unsigned, then you are prompted again to confirm that you intend to run the control.
3. Attempt to download and run a malicious spyware application.  
Windows Defender scans the application and displays a warning based on the risk reported by other users.
4. Browse to a Web site that phishes for information.  
Notice that the address bar turns yellow if the Web site might be a phishing Web site and red if it is a confirmed phishing Web site.
5. Browse to a Web site that has a standard SSL certificate.  
Notice that a lock icon appears on the address bar.
6. Click the lock icon.  
A popup appears that shows the web site's owner and the owner's location.
7. Browse to a Web site that has a High Assurance SSL certificate.  
Notice that the address bar turns green and displays the identified owner and owner's location.
8. Disable popup-blocking, and then browse to a Web site with popups.  
Notice that each popup window has an address bar.

### New Group Policy Settings for Internet Explorer

- Turn on Protected Mode for zones and their locked-down counterparts.

## Use Your Account Safely from Anywhere

The new logon UI in Windows Vista is simple, elegant, and visually stunning. Whether you are logging on as a local user or as a domain user, your experience is fast, simple, and secure. Fast User Switching (FUS) makes it easier for more than one user to share a computer. For example, an administrator can log on by using his or her account without requiring the current user to log off.

Explore new logon options with these features:

- Logon
- FUS

### Logon

While you can still secure Windows Vista with a password, logon has been redesigned to enable you to securely and seamlessly authenticate with devices such as smart cards, fingerprint readers, and retina scanners by using credential providers. For more information about credential providers, go to the [Developing Credential Providers for Windows Vista Web site](#).

To explore logging on to Windows Vista

1. While logged off of your user account, press CTRL + ALT + DEL.
2. Pause the mouse pointer on **Ease of Access**.  
This button displays accessibility options.
3. Pause the mouse pointer on the **Power** button. You can click this button to shut down, hibernate, or restart your computer.
4. Click a user tile.  
Notice that the area surrounding the tile lights up as you pause the mouse over it.
5. Type your user name and password to log on to your computer.

### New Group Policy Settings for Windows Vista Logon

User Configuration > Administrative Templates > System > Logon >

- Do not process the legacy run list.
- Do not process the run once list.
- Run these programs at user logon.

Machine Configuration > Administrative Templates > System > Logon >

- Assign a default domain for logon.
- Exclude credential providers.
- Enable verbose logon boot mode for troubleshooting.

### Questions about Windows Vista Logon

- Can I use the Windows 2000-style logon UI?  
No, you cannot use the Windows 2000-style logon UI. Windows Vista does not support this UI.

### Fast User-Switching

In previous versions of Windows, one user is required to log off of their account before another logged on. Windows Vista enables more than one person to be logged

on to a computer at the same time, and enables you to switch quickly between accounts.

#### To explore fast user-switching

1. Click **Start**.
2. Click the button next to the lock icon on the **Start** menu to display the following logoff and shutdown options:
  - Switch User
  - Log Off
  - Lock
  - Restart
  - Sleep
  - Shutdown
3. Click **Switch User**.
4. Press CTRL + ALT + DEL and log on as another user.
5. Click the button next to the lock icon on the **Start** menu, and then click **Switch User**.
6. Press CTRL + ALT + DEL again to log on to your account.

Notice that your previous session is intact, including all of your open windows and applications.

#### New Group Policy Settings for Windows Vista Logon

Machine Configuration > Administrative Templates > System > Logon >

- Hide entry points for Fast User Switching (FUS).

## Synchronize and Roam Your Files and E-mail

Windows Vista enables you to redirect your documents and other files to a network share so that you can access them from any computer. Windows Vista also caches your files on your computer and synchronizes them automatically. Synchronization conflicts are handled more transparently, so that a single conflict does not stop the entire synchronization operation. As an administrator, you can easily back up thousands of users' files from the remote server. You can also be more mobile and access your data from any domain-joined computer.

With a domain-joined user account, you can also log on to different computers by using the same user account and access their same user settings because of roaming user profiles. The combination of these technologies enables you to access your data and user settings on any domain-joined computer, and reduces the total cost of managing for IT administrators.

Explore synchronization and roaming files with these features:

- Roaming user profiles
- Client-side redirected folders
- Server-side redirected folders
- Offline files
- Sync Manager



## Roaming User Profiles

Redirected Folders enable you to redirect a user profile folder to a remote location. However, if you use more than one computer, it can be difficult to carry your application and system settings to each computer. The roaming user profiles feature of Windows Vista copies your entire user profile from a central server, enables you to customize it, and then synchronizes it on the server when you log off. Your application settings are all preserved and carried with you from computer to computer.

To explore roaming user profiles

1. Log on to computer A as a user with a roaming profile.
2. Open Notepad and save the blank document to your desktop.
3. Change the wallpaper.
4. Log off.
5. Log on to computer B as the same user.

Notice that the new file on the desktop and your wallpaper selection appear.

## New Group Policy Settings for Roaming User Profiles

- Use localized subfolder names when redirecting **Start** and My Documents.

## Client-side Redirected Folders

The User Profile folder is a great way to organize your data and settings. However, for security or reliability reasons, you might move some data out of the profiles folder on another partition or on a network share. Do you want to keep your user's Favorites folder in drive D? Windows Vista enables you to do this with ease.

To explore client-side redirected folders

1. Create a new folder in drive C called **Folder1**.
2. Browse to **C:\Users\user name**.
3. Right-click **Favorites**, and then click **Properties**.
4. On the **Location** tab, click **Move**.
5. Browse to **C:\Folder**, and then click **Select Folder**.
6. Click **OK** to move your Favorites to C:\Folder.

## Server-side Redirected Folders

Large corporations have thousands of workstations with millions of files. Managing this information reliably and securely is a challenging task for administrators. However, Windows Vista enables you to deploy Group Policy, which automatically redirects folders in your user profile to a remote location. This provides a backup of your files and enables you to log on to any domain-joined computer to access your data. For more information about server-side redirected folders, see the [Folder Redirection Extension Technical Reference](#) and [User Data and Settings Management](#).

To explore server-side redirected folders

1. Log on to your computer as a domain user on a domain with a folder redirection policy deployed.

2. Click **Start**.
3. Click **Documents**.
4. Click an empty area on the address bar.

Notice that the path resolves to a fully qualified UNC path to a share (\\share\...).

### **New Group Policy Settings for Server-side Redirected Folders**

- Use localized subfolder names when redirecting **Start** and My Documents.
- Network directories to sync only at logon/logoff time.
- Prevent users from manually redirecting Profile folders.

### **Offline Files**

When you hurry from meeting to meeting, you can easily forget to save copies of your documents from a network share on your computer. The offline files feature of Windows Vista automatically caches network files (including files from redirected folders) on your computer, shielding mobile workers from the complexities of redirected documents. You can be connected to a wireless network and lose a signal, but the cached files will still be available. Offline files are indexed by Windows Vista, and will appear in search results.

To explore offline files

1. Click **Start**.

2. Click **Documents**.

Notice that available offline files and folders display a circular overlay to indicate that they are available.

3. In the **Search** box, type **Budget**.

Notice that search results appear even if you do not press ENTER.

4. Open a file in the **Documents** folder.
5. Unplug your network cable or disconnect from your wireless network.
6. Open another offline file.

The file opens successfully from the local cache.

### **New Group Policy Settings for Offline Files**

- Turn on an economical application of administratively assigned offline files.
- Configure slow-link mode.

### **Sync Center**

The Sync Center in Windows Vista gives you a familiar and consistent way to view and to manage all the devices that you can sync with your computer, including client-side cached files, mobile telephones, and personal digital assistants (PDAs).

To explore the Sync Center

1. Click the **Start** button.
2. Click **Control Panel**.
3. Click **Sync Center**.
4. Click **Offline files** and then click **Sync All**.

Notice that Windows Vista displays the progress as your files are synchronized between your computer and the remote server.

### **New Group Policy Settings for Sync Center**

- Setup a sync partnership.
- Setup conflict resolution behavior.

## **Be Mobile and Present More Easily**

Corporate users are often away from their desks. They work from home and from branch offices, and routinely give presentations in conference rooms or in client offices during business trips. Windows Vista makes it easier for mobile users to manage the transition from working at a desk to working in a mobile environment. Windows Vista also gives you more confidence that your presentations will proceed smoothly.

Be more mobile with Windows Mobility Center.

### **Windows Mobility Center**

Users of mobile computers often need to adjust computer settings like volume, brightness, and power plan. In Windows XP, these tasks cluttered the taskbar or were buried in a deep menu on the **Start** Menu or in Control Panel. Windows Mobility Center is the one location to which mobile users turn to manage their mobile computer's settings.

To explore Network and Sharing Center

1. Press WIN + X.
2. Adjust the volume slider.
3. Notice how each tile in this UI can contain static or dynamic elements.
4. Click the battery icon in the Power Tile to launch the **Power Options** program in Control Panel.

### **New Group Policy Settings for Windows Mobility Center**

Turn off Windows Mobility Center.

### **Questions about Windows Mobility Center**

- What tiles does Mobility Center have by default?  
Microsoft provides eight tiles by default:
  - LCD Brightness
  - Volume
  - Power Meter
  - Network Status

- Presentation Settings
- External Display
- Synchronization Manager

The additional tile that releases in Windows Tablet is Display Orientation.